

**U.S. NATIONAL COMMISSION ON LIBRARIES
AND INFORMATION SCIENCE**

FY 2001 APPROPRIATIONS JUSTIFICATION

**Submitted to the House Committee on Appropriations,
Subcommittee on Labor, Health and Human Services, and Education**

April 2000

For necessary expenses of the National Commission on Libraries and Information Science, established by the Act of July 29, 1970 (Public Law 91-345), as amended by Public Law 102-95), [\$1,295,060] \$1,495,060. (*Departments of Labor, Health and Human Services, Education and Related Agencies Appropriations Act, 2000.*)

Of the amount appropriated to the National Commission on Libraries and Information Science in this Act, not more than \$5,000 may be expended, on the certification of the Chairperson, in connection with official representation and reception expenses.



NCLIS

**U.S. National Commission on Libraries and Information Science
1110 Vermont Avenue, NW, Suite 820, Washington, DC 20005-3552**

TABLE OF CONTENTS

SALARIES AND EXPENSES.....	1
BACKGROUND	1
FY 1999 PROGRAM DESCRIPTION AND OBJECTIVES	3
1. POLICY, PLANNING AND ADVICE.....	3
2. AVAILABILITY AND ACCESS TO INFORMATION	7
3. LIBRARY AND INFORMATION SERVICES FOR DIVERSE NEEDS	8
4. INFORMATION NETWORKS THROUGH TECHNOLOGY	10
5. AGENCY REQUIREMENTS	11
FY 2000 PROGRAM DESCRIPTION AND OBJECTIVES.....	14
1. POLICY, PLANNING AND ADVICE.....	15
2. AVAILABILITY AND ACCESS TO INFORMATION	16
3. LIBRARY AND INFORMATION SERVICES FOR DIVERSE NEEDS	17
4. INFORMATION NETWORKS THROUGH TECHNOLOGY	17
5. INTELLECTUAL PROPERTY	18
6. AGENCY REQUIREMENTS	19
FY 2001 PROGRAM DESCRIPTION AND OBJECTIVES	20
1. POLICY, PLANNING AND ADVICE.....	21
2. AVAILABILITY AND ACCESS TO INFORMATION	23
3. LIBRARY AND INFORMATION SERVICES FOR DIVERSE NEEDS	23
4. INFORMATION NETWORKS THROUGH TECHNOLOGY	25
5. INTELLECTUAL PROPERTY	25
6. AGENCY REQUIREMENTS	26
7. WHITE HOUSE CONFERENCE ON LIBRARIES AND INFORMATION SCIENCE.....	27
AMOUNTS AVAILABLE FOR OBLIGATION	29
BUDGET AUTHORITY AND OUTLAYS	30
BUDGET AUTHORITY BY OBJECT CLASS	31
SUMMARY OF CHANGES FROM FY 2000 TO FY 2001	32
APPROPRIATIONS HISTORY	35
STAFFING HISTORY	36
MEMBERS OF THE U.S. NATIONAL COMMISSION ON LIBRARIES AND INFORMATION SCIENCE, FY 1999	37
NCLIS ORGANIZATION CHART, APRIL 2000.....	39
FY 1999 MEETINGS.....	40
FY 2000 MEETINGS.....	40
REQUEST FOR A WHITE HOUSE CONFERENCE ON LIBRARIES AND INFORMATION SCIENCE.....	42

**U.S. NATIONAL COMMISSION ON LIBRARIES
AND INFORMATION SCIENCE (NCLIS)**

SALARIES AND EXPENSES

FY 2000

Appropriation: \$1,295,060

Full-time-equivalent positions: 9

FY 2001

Budget request: \$1,495,060

Full-time-equivalent positions: 12

BACKGROUND

The key statutory functions of the U.S. National Commission on Libraries and Information Science (NCLIS) can be summarized as follows:

1. NCLIS *identifies the needs* of the people of the U.S. for library and information services.
2. NCLIS *translates those needs* into recommendations for national policy.
3. NCLIS *advises* the President, the Congress, state and local governments and others on implementation of national policy.

To carry out these functions, NCLIS

1. conducts studies, surveys and analyses of the nation's library and information needs;
2. appraises the adequacies and deficiencies of current library and information resources and research and development activities;
3. conducts meetings, hearings and forums; and
4. issues reports and publications.

The Commission includes the Librarian of Congress, the Director of the Institute of Museum and Library Services (IMLS) and fourteen Commissioners appointed by the President and confirmed by the Senate for five-year terms. Five of the appointees are librarians or other information professionals. The President designated Jeanne Hurley Simon of Illinois as the Chairperson in 1993. After her death, the President designated Martha B. Gould as Chairperson on March 3, 2000. The Commission staff includes an executive director, a deputy director, an administrative officer, and research associates, support staff and consultants in varying numbers according to the funding levels and program requirements for individual fiscal years.

Public Law 91-345 (20 U.S.C. 1501 et seq.), signed July 20, 1970, established the U.S. National Commission on Libraries and Information Science as a permanent, independent agency in the Executive Branch.

U.S. National Commission on Libraries and Information Science

For the past several years the budget requests and appropriation justifications have featured a master list of program areas around which NCLIS has shaped its yearly priorities:

1. Libraries and the Internet/National Information Infrastructure (NII)
2. Federal information dissemination policy
3. Federal grant programs for libraries under the Library Services and Technology Act (LSTA)
4. Library education and training
5. Libraries, literacy and educational reform
6. Economics of information
7. Public/private sector relationships

The topics have shifted in priority, but the top three have remained high on the list and they will continue to be high priorities in 2000 and 2001 as well. These topics are complex and critical to meeting the needs of the people for libraries and information services. They are also obviously beyond the scope and resources of NCLIS (or any other one organization, for that matter) to address completely.

On the other hand, NCLIS is mandated and qualified to undertake initiatives on these important topics and it will do so increasingly and very deliberately in collaboration with federal and national public and private partners.

Although because of its size NCLIS is exempt from requirements of the Government Performance and Results Act (GPRA), this appropriations justification addresses GPRA in several ways:

- In reporting on FY 1999, this justification gives information about what NCLIS advised or did in a given situation, in addition to how it accomplished its objectives.
- The move to quantify content and products as well as process will be expanded in FY 2000 and FY 2001 as Commissioners and staff hold special planning sessions and evaluate means to measure NCLIS output and outcomes.
- This budget request provides context - e.g., the success and visibility of libraries (especially public libraries) in recent years.

Specific NCLIS objectives, activities and required resources for FY 2001 are detailed in the fifth section of this document.

FY 1999 PROGRAM DESCRIPTION AND OBJECTIVES

The Commission's programs and projects for FY 1999 continued the four-topic cluster from the previous year:

- **federal information policy**, specifically the transition to electronic government information and its effect on users and libraries nationwide, as well as the changing federal structure to deal with the electronic environment;
- **library and information services and their users in a global, networked, electronic environment**;
- **federal financial support for libraries**, especially the Library Services and Technology Act (LSTA), and its coordination with other federal programs;
- **collection and analysis of data and statistics** to measure the status of libraries and information services and the extent to which they meet users' needs.

FY 1999 was a major year for NCLIS to take advantage of the internal rebuilding and planning that occurred in FY 1998. Wider and more substantial collaboration with other organizations was a feature of FY 1999 as well.

Specific objectives and tasks in all of the Commission's generic program areas are detailed below.

1. POLICY, PLANNING AND ADVICE

NCLIS answered all inquiries from Congress on legislation related to library and information services and take the initiative to offer information and comments when appropriate.

Principal contact with the Congress dealt with issues involving the GPO Study of formats and standards for electronic publishing; the final report of this effort was released in March, 1999 and identified significant areas of concern both in technological standards and management practices. Toward the end of FY 1999, NCLIS pointed to particular findings in the report as germane to Congress' incipient response to the Department of Commerce's proposal to close the National Technical Information Service (NTIS) and transfer its functions and holdings elsewhere in the government.

NCLIS also expressed concern about legislative proposals to require software filtering on Internet access workstations in public libraries. Following a Commission hearing on the topic of *Kids & the Internet – The Promise and the Perils*, NCLIS determined that policy addressing these concerns is best determined at the local level and not in broad, homogeneous terms at the national level.

U.S. National Commission on Libraries and Information Science

NCLIS also worked with the author of proposed library construction legislation to begin to understand the current need for new library facilities throughout the states.

NCLIS carried out responsibilities to advise the Institute of Museum and Library Services on federal grant programs to libraries.

- *Advise on the state-administered grants under the Library Services and Technology Act.*
- *Advise on National Leadership Grants and Contracts under the Library Services and Technology Act, based on results of the first round of grants awarded in 1998.*
- *Meet with the National Museum Services Board to advise on library-museum cooperative projects.*
- *Implement procedures devised in FY 1998 for the yearly cycles of advice so that the advice is as timely and useful as possible.*
- *Emphasize coordination of policies and activities of the Institute of Museum and Library Services with other activities of the federal government.*
- *With IMLS personnel, begin to prepare for the IMLS director's transfer from a museum professional to a library/information professional.*

This initiative was a major effort for FY 1999. Commissioners had previously participated with the National Museum Services Board (NMSB) in drafting the guidelines by which applicants seek leadership grants from the federal government for libraries and library-museum collaborations. The third joint meeting of the Commission and the NMSB did not occur during FY 1999, but was scheduled for early FY 2000. The IMLS acting director participated in the April 1999 Commission meeting, presenting other Commissioners with information on the IMLS programs.

NCLIS continued its coordination with other federal agencies and programs, on which NCLIS by law is to advise the IMLS, along with its participation in the cycles of drafts, guidelines, plans, feedback, reports, evaluation and revision for the federal grants program for libraries and information services. Commissioners also participated as observers in the peer review of grant proposals submitted to IMLS.

NCLIS's Committee on the National Award for Library Service continued to work with IMLS in the establishment of a new award to complement awards currently made in the museum community, acknowledging extraordinary achievement in serving the public. The library service award will be given for the first time in April 2000. The first meeting of the committee took place in September 1998.

NCLIS maintained and strengthened working relationships with officials in the Departments of Education, Labor, State, and Commerce, in the Office of Information and Regulatory Affairs (OIRA) in the Office of Management and Budget (OMB), the Federal Communications Commission (FCC), the Schools and Libraries Division (SLD) of the

U.S. National Commission on Libraries and Information Science

Universal Service Administrative Corporation (USAC), the National Institute for Literacy (NIFL) and in other agencies so that NCLIS provides timely input on national and international policies affecting library and information services.

This objective was met by substantial work with the above entities as well as others. For example, NCLIS continues its successful collaboration with the National Center for Education Statistics (NCES) on the Library Statistics Program, described below. Contacts were developed in the Department of Education to advance a program on information literacy. Within Commerce, the National Telecommunications and Information Administration (NTIA) served as an important stakeholder in NCLIS' study for the Government Printing Office; additionally, NCLIS met with Commerce officials to discuss the proposed closing of NTIS. OMB's Office of Information and Regulatory Affairs continued to be an important and supportive contact for the framework and conduct of the study for GPO and an essential link to the Chief Information Officers (CIO) Council.

NCLIS kept in touch with other agencies, such as the National Institute for Literacy and the National Library Service for the Blind and Physically Handicapped, to support mutual agendas in education, life long learning and information services, as well as with specific assistance in shaping the NCLIS hearing in July 1999 on library services for individuals with disabilities. In each case, the Commission's contact and work strengthened the federal government's role in aiding libraries and information services at federal, regional, state and local levels.

NCLIS maintained and strengthened working relationships with officials in traditional library associations, such as the American Library Association and its affiliates, the American Association of Law Libraries, the Association for Research Libraries, the Medical Library Association, the Special Libraries Association, as well as state and regional library organizations.

The April 1999 meeting was held in conjunction with a national meeting of the Association of College and Research Libraries (ACRL); the Commission as a group met with the Board of ACRL to discuss mutual concerns in the academic library area. The Commission also continued its practice of meeting with the Board of the American Library Association at its annual meeting.

The Executive Director met with his counterparts in many of these organizations. The Commission encouraged each of these organizations that did not already have an official liaison with the Commission to establish one and to send that individual to the Commission meetings. These efforts have expanded communications with the library associations.

NCLIS developed new avenues for formulating, exchanging or conveying policy, plans and advice. Examples are:

U.S. National Commission on Libraries and Information Science

- *Expanded contact and substantive cooperation with organizations such as*
 - *Association for Library and Information Science Education,*
 - *Center for Research Libraries,*
 - *Coalition for Networked Information,*
 - *Council on Library and Information Resources,*
 - *International Federation of Library Associations and Organizations, and*
 - *National Information Standards Organization.*
- *Exploration of ways to emphasize the information science part of NCLIS' responsibility, in cooperation with organizations such as*
 - *American Society for Information Science,*
 - *International Federation for Information and Documentation, and*
 - *Software and Information Industry Association.*

NCLIS maintained contact with many such groups both through individual personal contact, either by members or staff, and by larger group interaction. For example, the December 1998 meeting was held in close proximity to the Coalition for Networked Information meeting so that Commissioners could stay and attend.

NCLIS presented a session at the November 1998 annual meeting of the American Society for Information Science on the topic of scholarly publishing, and devoted planning efforts for an expanded program feature involving workforce development in library and information science at the next annual meeting.

NCLIS answered all memoranda from the Legislative Reference Division of OMB within the required time frames and comment on all items that are within the purview and expertise of the Commission.

NCLIS met this objective, responding to inquiries for views on bills, draft bills and drafts of testimony on various issues, including the filtering restriction on library workstations in institutions receiving federal assistance (either general library assistance or E-rate discounts under the universal service provisions of the Communications Act of 1996). In general, NCLIS opposed such restrictions and encouraged the adoption of acceptable use of Internet policies at the local level.

NCLIS, because of lack of staff capabilities in the intellectual property area, failed to take a substantive role in matters dealing with database piracy issues that were debated in Congress.

NCLIS continued to participate in millennial initiatives such as "A Nation Connected" (a cooperative effort of library groups) and the Library of Congress' bicentennial celebration in the year 2000. Cooperate with the White House Millennium Council to establish and implement the Commission millennium project.

Major steps were accomplished in NCLIS' Millennium Council Project, the Sister Libraries program. This effort pairs libraries in the United States with libraries

throughout the world with a special emphasis on children's activities. In FY 1999, the first fifty participants were identified. A recognition event for these libraries and cities or towns was held at the summer meeting of the American Library Association, and plaques indicating participation were distributed at the annual meeting of Sister Cities International (SCI), NCLIS' partner in this activity. Also, a trade show booth was developed for the Sister Libraries project and NCLIS used it to establish a presence at both the SCI meeting and at the International Federation of Library Associations and Institutions (IFLA) meeting in Bangkok.

NCLIS continued to develop programs to assist the Commission in the development of policy with respect to services for special constituencies, such as the aging, children, and individuals with disabilities.

NCLIS held two focused hearings dealing with issues affecting special constituencies in FY 1999. In November, NCLIS received testimony concerning children's access to inappropriate material through public Internet workstations in libraries. Based on information received in the hearing, NCLIS produced and distributed a brochure specifically designed for local decision makers; it set forth the policy issues that need to be addressed but left it to the local authorities to establish the policy appropriate for their constituencies.

In July, NCLIS received testimony on the topic of library and information services for individuals with disabilities. A number of representatives addressed issues affecting those with mobility, hearing, visual, learning and other disabilities. The hearing record will be published in FY 2000 and may lead to policy recommendations on the part of NCLIS.

NCLIS continued to expand the relationships necessary to provide information to and receive information from state and local governments.

The Commission continued to work closely with the Chief Officers of State Library Agencies (COSLA) to exchange information; representatives of NCLIS attended COSLA's meetings in New Hampshire and Washington and a COSLA liaison attended Commission meetings. Also contact was maintained with the National Association of Attorneys General (NAAG). The state Attorneys General are actively pursuing the issues of pornography and predatory pedophilia through the Internet, areas explored during the Commission's FY 1999 hearing on children and the Internet.

2. AVAILABILITY AND ACCESS TO INFORMATION

NCLIS continued a multi-year initiative on the transition of federal government information from print to electronic form:

- *Assist or advise the Government Printing Office as appropriate in further transition of the federal depository library system to incorporate electronic information.*
- *Continue work with the Computer Science and Telecommunications Board and/or other experts to evaluate federal information policy in a networked, electronic environment.*
- *Act on the results of 1998 consultations with Congress and the Administration on the goals and approach of additional NCLIS work in this area, including advice on revising the statutes governing public printing and documents and the depository library program.*
- *Cooperate with the Office of Management and Budget and others studying or planning changes in Federal information dissemination policy and practices for production and distribution of public federal information.*
- *Continue to participate in other initiatives of the library and information science communities seeking to re-define federal information access and dissemination responsibilities.*

FY 1999 saw the completion of the study undertaken in cooperation with the Government Printing Office (GPO) and the Joint Committee on Printing. In March, the final report entitled *Assessment of Electronic Government Information Products* was released. Meetings with numerous stakeholders concerned with access to government information, and involving representation of both NCLIS and GPO were held to discuss the implications of the report's findings and to determine necessary next steps.

3. LIBRARY AND INFORMATION SERVICES FOR DIVERSE NEEDS

NCLIS fulfilled research-, innovation- and future-oriented roles in its work with the Institute of Museum and Library Services, the National Center for Education Statistics, the National Institute for Postsecondary Education, Libraries and Lifelong Learning and others in the federal government to structure, strengthen and shorten cycles of needed and useful data collection (including sample surveys), analysis and research pertaining to libraries and information services. Also emphasize products, outputs and outcomes in measurement and research generally.

The Library Statistics Program continued operating and accomplished its regular objectives such as collecting public library, state library and academic library data, training state data coordinators and discussing definitions and measures of libraries' electronic services. In May 1999, NCLIS hired a new Director for Statistics and Surveys as the senior staff person for the Library Statistics Program.

Within the above context, NCLIS fulfilled the terms of the agreement negotiated in FY 1998 with the National Center for Education Statistics to operate the cooperative Library Statistics Program.

U.S. National Commission on Libraries and Information Science

NCLIS negotiated an agreement with the National Center for Education Statistics to continue the Library Statistics Program in FY 2000.

NCLIS initiated early discussions of the FY 2000 agreement which included modifications aimed at accelerating data collection and making it available more speedily.

NCLIS began to implement plans drawn up in 1998 to carry out NCLIS' role in international affairs, including the following:

- *Aiding the State Department in supporting library and archival activities in the global information infrastructure.*
- *Serving as a distinguished partner for the conference of the International Federation of Library and Information Associations in the United States in the year 2001.*
- *Supporting Commissioners and senior staff participation in international conferences.*
- *Supporting other international activities or initiatives.*
- *Actively responding to global or international issues and concerns.*
- *Complete the survey of U.S. participants in international library and information activities and publish the results.*
- *Begin Sister Libraries: A White House Millennium Council Project with First Lady Hillary Rodham Clinton as Honorary Chairperson.*

NCLIS carried out its traditional role for the State Department in supporting international library and archival activities. The Commission accepted and advised the State Department on applications for support for \$100,000 for international library and information activities. At the explicit suggestion of State Department personnel and funded with State Department money, the Executive Director visited UNESCO headquarters in Paris to develop liaison relationships with the managers of the library, information and communications activities. On the same trip, liaison visits with library officials in the British and Dutch governments, the British Library Association, the British Library and Information Commission, as well as with headquarters personnel for IFLA and the International Federation for Information and Documentation (FID) also took place.

One Commissioner, the Executive Director, and the consultant for the Sister Library project participated in the IFLA conference in Thailand in August 1999. NCLIS will be one of the distinguished partners for the meeting of IFLA in Boston in 2001. The primary U.S. conference planners are the library associations. NCLIS, the Library of Congress and the U.S. national libraries of medicine and agriculture will be the distinguished partners in the process, selecting representatives to planning and steering committees, proposing delegates and otherwise helping to host this first major international conference of the 21st century in the U.S. Planning activities for hosting IFLA will continue in FY 2000,

including the possibility for a joint meeting of NCLIS and the British Museums, Libraries and Archives Council in conjunction with the IFLA meeting in Boston.

NCLIS continued its survey of U.S. participants in international library and information activities, but at a slower pace than originally anticipated. The results should be available during early calendar 2000.

NCLIS supported Commissioner and staff participation in conferences in the library and information communities to help ensure that NCLIS has the information it needs about the concerns and activities of these customers and that these customers have the information they need about NCLIS and other federal activities.

FY 1999 was an active period for representation at major conferences, including those of the American Association of Law Libraries (AALL), American Library Association (ALA), American Society for Information Science (ASIS), Association of College and Research Libraries (ACRL), Association of Research Libraries (ARL), Coalition for Networked Information (CNI), Medical Library Association (MLA), National Information Standards Organization (NISO), Special Libraries Association (SLA), and Urban Libraries Council (ULC). Commissioners also attended regional and state association conferences.

The Commission continues to work closely with the White House Conference on Libraries and Information Service Taskforce (WHCLIST).

Chairperson Simon coordinated a symposium on Government Information at Southern Illinois University. The Executive Director presented a talk on the role of NCLIS with regard to access to government information.

Often the Commission was represented at little or no cost by Commissioners who declined salary or paid all or part of their own expenses. Several Commissioners traveling abroad also visited libraries and library groups, again at no cost to NCLIS.

4. INFORMATION NETWORKS THROUGH TECHNOLOGY

NCLIS continued investigations of the international and global aspects of networking and the NII as these affect the U.S. library and information services communities and their ability to meet the information needs of the people of the U.S.

Under the auspices of the U.S. Information Agency, Vice-Chair Martha Gould participated in a workshop for eastern European librarians. Also with assistance of USIA and at no expense to the Commission, the Executive Director visited library leaders in Vietnam and Korea in conjunction with travel to the IFLA meeting in Bangkok.

At its meeting in April 1999, NCLIS passed a resolution adopting Principles for Public Library Service based on the UNESCO *Public Library Manifesto*. The 1995 UNESCO Manifesto was prepared as an aid to improving public library services in both developed and developing countries.

NCLIS planned, developed, sponsored or co-sponsored national sample survey(s) on academic, school or special libraries and the Internet to help determine the needs of customers of each type of library for electronic services and their use of these services, and to help plan a coordinated federal role for libraries and the National Information Infrastructure.

Discussions began with NCES to develop new means of gathering information on the needs of the consumers of library statistical data.

NCLIS carried out new research pursuant to the recommendations from the 1994-1997 studies of public libraries and the Internet.

NCLIS supported a 1999 study of public libraries and the Internet, providing information on the methods and findings of the Commission's earlier studies and advising and assisting with other facets of the study as needed.

NCLIS continued to provide data and findings from the public library-Internet studies to the Federal Communications Commission for the universal service discount program. Include data on other types of libraries and library cooperatives as available and appropriate.

Initial planning activities for a follow-on Public Library Internet study occurred, but it was decided to conduct the study in FY 2000.

5. AGENCY REQUIREMENTS

NCLIS continued to re-build a professional staff for NCLIS of program officers and Fellows, augmented by consultants, visiting scholars and/or other appointees to support the content of the Commission's work.

During FY 1999 the Commission made extensive use of consultants to staff the study on electronic government information as well as to provide administrative support. In May a Director for Statistics and Surveys was hired, filling a crucial position on the Commission staff. Subject to available funding, one additional professional position should be filled in FY 2000.

NCLIS planned, conducted and followed up on four full NCLIS meetings, with one including a session with the National Museum Services Board.

The Commission held three meetings in FY 1999, one in November 1998 in conjunction with the Kids & the Internet hearing, one in Seattle in December 1998, and one in April 1999 in Michigan. The joint meeting with the Museum Services Board, originally scheduled for September 1999 was postponed two months and thus fell in a new fiscal year, but still satisfied the requirement for a joint meeting to be held each year.

With the director, the deputy director for library services and other key staff at IMLS, NCLIS implemented and refined policy and procedures for keeping NCLIS Commissioners advised and up to date so they could in turn provide timely and useful advice on the federal grant programs for libraries under LSTA.

The Chairperson, other Commissioners and the Executive Director of NCLIS had regular meetings and telephone conversations with the IMLS Director (and, subsequently, the acting director) and her staff. One Commissioner and the Executive Director attended the meeting of the National Museum Services Board in Kansas City at which the National Museum Awards were discussed. In addition, Commissioners also participated as observers in the peer review of grant proposals submitted to IMLS.

NCLIS planned, carried out and followed up on meetings of committees of the Commission as approved by the Commission.

Because Commissioners are widely separated by geographic distances, an executive committee was established in early calendar 1999, supplanting the need for the personnel committee and finance committees. The executive committee met approximately every two months. Committees also met briefly in conjunction with Commission meetings and conducted business by e-mail, fax, phone and mail between formal meetings.

NCLIS planned, carried out and followed up on other meetings with allied groups and individuals as approved by the Commission.

This effort grew with the addition of formal NCLIS liaisons from a number of organizations. Individual Commissioners, usually the Committee chairperson, are assigned responsibility for specific program areas such as the study for GPO, library statistics, international matters, information policy and intellectual property. These Commissioners then act as a liaison to the interested organizations along with NCLIS staff and consultants. The Chairperson, or in her absence, the Vice Chair is the primary liaison to the Congress and the Administration.

NCLIS held orientation sessions for new Commissioners within three months of their confirmation by the Senate as NCLIS Members.

One new Commissioner was confirmed in FY 1999. Jack E. Hightower was invited to participate in Commission meetings and conference calls as soon as he was nominated by the President. Involvement in these activities, especially in the strategic planning activities of the executive committee, served as an orientation.

NCLIS continued to carry out recommendations of the previous year's evaluation of its need for and uses of information resources management and information systems and procedures for Commissioners and staff and including:

- *local area networks, servers, desktop and/or laptop computers and peripherals;*
- *hosting and developing NCLIS' Web site, including interactive capability;*
- *desktop publishing and publishing on the Web;*
- *electronic handbooks, other administrative tools and electronic communications generally among Commissioners, among Commissioners and staff, and among staff;*
- *printed files and book and serial resources;*
- *records management; and*
- *periodic training for Commissioners and staff.*

NCLIS has completed an upgrade of office workstations, software and the network server. NCLIS intends to improve the speed and reliability of Internet access through installation of a T-1 line and to establish an Intranet for enhanced communications among Commissioners and staff. The Commission website continues to expand and to be used for dissemination of Commission publications and other time sensitive materials. For example, the website has been a major means of communication with Federal agencies participating in the study on electronic government information. Obsolete equipment was donated to organizations that refurbish the equipment and then donate it to schools and libraries.

FY 2000 PROGRAM DESCRIPTION AND OBJECTIVES

The Commission's programs and projects for FY 2000 are based on the four-topic cluster from the previous year, but also acknowledge one new area for special focus, intellectual property. Also, as in the past, the Commission addresses its routine internal requirements. The four topic clusters are as follows:

- federal information policy, specifically the transition to electronic government information and its effect on users and libraries nationwide, as well as the changing federal structure to deal with the electronic environment;
- library and information services and their users in a global, networked, electronic environment;
- federal financial support for libraries, especially the Library Services and Technology Act, and its coordination with other federal programs;
- collection and analysis of data and statistics to measure the status of libraries and information services and the extent to which they meet users' needs.

The new topic cluster addresses one of the fundamental policy issues facing librarians and other users of information:

- intellectual property protection, especially addressing the balance between the rights of creators and the needs of users and society for access to new knowledge, and the effects of this policy area on the ability of the U.S. to compete in a global marketplace.

While the requested FY 2000 funding will not permit significant involvement in this important policy area, the Commission will maintain awareness of major activities and issues as well as preparing for expansion of its initiatives in future years.

Priorities may shift, depending on the strategic planning of the Commissioners, executive director and staff and the reaction to unexpected technological and policy developments elsewhere. All five areas are critical to NCLIS; moreover, all five will be at crucial points in their development in 2000. NCLIS needs to increase its resources significantly so it can address each area at its crucial points and thereby maximize the timeliness and utility of NCLIS' advice.

FY 2000 should be a major year for NCLIS to take the leadership position envisioned in the NCLIS statute and called for by the unprecedented rate of change in the library and information arenas. The internal re-building and planning of recent years will equip the Commission well to assume this role.

Wider and more substantial collaboration with other organizations will be a feature of FY 2000 as well.

Specific objectives and tasks in all of the Commission's generic program areas are detailed below.

1. POLICY, PLANNING AND ADVICE

NCLIS answers all inquiries from Congress on legislation related to library and information services and take the initiative to offer information and comments when appropriate.

NCLIS carries out responsibilities to advise the Institute of Museum and Library Services on federal grant programs to libraries.

- *Advise on the state-administered grants under the Library Services and Technology Act.*
- *Advise on National Leadership Grants and Contracts under the Library Services and Technology Act, based on results of the first round of grants awarded in 1998.*
- *Meet with the National Museum Services Board to advise on library-museum cooperative projects.*
- *Implement procedures devised in FY 1998 for the yearly cycles of advice so that the advice is as timely and useful as possible.*
- *Emphasize coordination of policies and activities of the Institute of Museum and Library Services with other activities of the federal government.*

NCLIS maintains and strengthens working relationships with officials in the Departments of Education, Labor, State, and Commerce, in the Office of Information and Regulatory Affairs (OIRA) in the Office of Management and Budget (OMB), the Federal Communications Commission (FCC), the Schools and Libraries Division (SLD) of the Universal Service Administrative Corporation (USAC), or its successor, the National Institute for Literacy (NIFL) and in other agencies so that NCLIS provides timely input on national and international policies affecting library and information services.

NCLIS maintains and strengthens working relationships with officials in traditional library associations, such as the American Library Association and its affiliates, the American Association of Law Libraries, the Association for Research Libraries, the Medical Library Association, and the Special Libraries Association, as well as state and regional library organizations.

NCLIS develops new avenues for formulating, exchanging or conveying policy, plans and advice. Examples are:

- *Expanded contact and substantive cooperation with organizations such as*
 - *Association for Library and Information Science Education,*
 - *Center for Research Libraries,*
 - *Coalition for Networked Information,*
 - *Council on Library and Information Resources,*
 - *National Information Standards Organization,*
 - *British Museums, Libraries and Archives Council,*
 - *International Federation of Library Associations and Organizations; and*
 - *UNESCO*

- *Exploration of ways to emphasize the information science part of NCLIS' responsibility, in cooperation with organizations such as*
 - *American Society for Information Science,*
 - *International Federations for Information and Documentation, and*
 - *Software and Information Industry Association.*

NCLIS answers all memoranda from the Legislative Reference Division of OMB within the required time frames and comment on all items that are within the purview and expertise of the Commission.

NCLIS continues to participate in millennial initiatives such as "A Nation Connected" (a cooperative effort of library groups), the Administration's Millennium Program and the Library of Congress' bicentennial celebration in the year 2000.

NCLIS continues to develop programs to assist the Commission in the development of policy with respect to services for special constituencies, such as the aging, children and individuals with disabilities.

NCLIS continues to expand the relationships necessary to provide information to and receive information from state and local governments.

2. AVAILABILITY AND ACCESS TO INFORMATION

NCLIS continues a multi-year initiative on the transition of federal government information from print to electronic form:

- *Assist or advise the Government Printing Office as appropriate in further transition of the federal depository library system to incorporate electronic information.*
- *Continue work with the Computer Science and Telecommunications Board and/or other experts to evaluate federal information policy in a networked, electronic environment.*
- *Follow up the efforts undertaken in FY 1998 and 1999 to collect and understand the implications of data about agency publications transitioning from ink-on-paper to various electronic formats and mediums.*
- *Act on the results of 1998 consultations with Congress and the Administration on the goals and approach of additional NCLIS work in this area, including advice on public printing and documents and the depository library program.*
- *Cooperate with the Office of Management and Budget and others studying or planning the production and distribution of public federal information.*
- *Continue to participate in other initiatives of the library and information science communities seeking to re-define federal information access and dissemination responsibilities.*

3. LIBRARY AND INFORMATION SERVICES FOR DIVERSE NEEDS

NCLIS fulfills research-, innovation- and future-oriented roles for NCLIS in work with the Institute of Museum and Library Services, the National Center for Education Statistics, the National Institute for Postsecondary Education, Libraries and Lifelong Learning and others in the federal government to structure, strengthen and shorten cycles of needed and useful data collection (including sample surveys), analysis and research pertaining to libraries and information services. Also emphasize products, outputs and outcomes in measurement and research generally.

Within the above context, NCLIS fulfill the terms of the agreement negotiated for FY 2000 with the National Center for Education Statistics to operate the cooperative Library Statistics Program.

NCLIS negotiates an agreement with the National Center for Education Statistics to continue the Library Statistics Program in FY 2001.

NCLIS begins to implement plans drawn up in 1998 to carry out the roles agreed for its international activities, including these areas:

- *Aiding the State Department in supporting library and archival activities in the global information infrastructure.*
- *Serving as a distinguished partner for the conference of the International Federation of Library and Information Associations in the United States in the year 2001.*
- *Supporting participation of individual Commissioners and staff in international conferences.*
- *Supporting other international activities or initiatives, including closer ties with organizations in other nations with functions analogous to those of the Commission.*
- *Actively responding to global or international issues and concerns.*

NCLIS supports participation of the Commissioners and staff in conferences in the library and information communities to help ensure that NCLIS has the information it needs about the concerns and activities of these customers and that these customers have the information they need about NCLIS' and other federal activities.

4. INFORMATION NETWORKS THROUGH TECHNOLOGY

NCLIS carries out new research pursuant to the recommendations from the 1994-1997 studies of public libraries and the Internet

NCLIS continues to provide data and findings from the public library-Internet studies to the Federal Communications Commission for the universal service discount program.

While the funds requested for FY 2000 do not permit full implementation of the Commission action plan with respect to information through networks, the Commission

will maintain awareness of major activities and issues in this area and prepare for implementation of its plans in future years.

These future plans include the following initiatives:

- Include data on other types of libraries and library cooperatives as available and appropriate.
- Continue investigations of the international and global aspects of networking and the NII as these affect the U.S. library and information services communities and their ability to meet the information needs of the people of the U.S.
- Plan and begin implementation of a major data gathering effort to measure the presence and effectiveness of Internet access in libraries and schools throughout the nation, incorporating the methods and findings of the Commission's earlier studies of public libraries and the Internet.
- Initiate a formal review of the implementation of the recommendations of the National Information Infrastructure Advisory Council.
- Plan, develop, and sponsor or co-sponsor national sample survey(s) on academic, school or special libraries and the Internet to help determine the needs of customers of each type of library for electronic services and their use of these services, and to help plan a coordinated federal role for libraries and the National Information Infrastructure.

5. INTELLECTUAL PROPERTY

While the funds requested for FY 2000 do not permit implementation of the Commission action plan with respect to intellectual property, the Commission will maintain awareness of major activities and issues in this area and prepare for implementation of its plans in future years.

These future plans include the following initiatives:

- Maintain and strengthen working relationships with the intellectual property community, both within government (Copyright Office, Patent and Trademark Office) and in the private sector in order to provide timely and informed policy recommendations affecting intellectual property;
- Undertake studies to evaluate the role of intellectual property in the national economy with special attention to how pricing mechanisms encourage or discourage the creation and use of works of authorship; and
- Establish links to the international intellectual property community, both within other nations and at the World Intellectual Property Organization within the United Nations. While the funds available for FY 2000 do not permit full implementation of these plans, the Commission will continue to maintain awareness of major activities and issues and to prepare for implementation of the action plan when funding is available.

6. AGENCY REQUIREMENTS

NCLIS continues to re-build a professional staff for NCLIS of program officers and Fellows, augmented by consultants, visiting scholars and/or other appointees to support the content of the Commission's work.

NCLIS plans, conducts and follows up on four full NCLIS meetings, with one including a session with the National Museum Services Board.

With the director, the deputy director for library services and other key staff at IMLS, NCLIS implements and refines policy and procedures for keeping NCLIS Commissioners advised and up to date so they can in turn provide timely and useful advice on both the implementation and effectiveness of the federal grant programs for libraries under LSTA.

NCLIS plans, conducts and follows up on meetings of committees of the Commission as approved by the Commission.

NCLIS plans, conducts and follows up on other meetings with allied groups and individuals as approved by the Commission.

NCLIS holds orientation sessions for new Commissioners within three months of their confirmation by the Senate as NCLIS Members.

NCLIS continues to carry out recommendations of the previous year's evaluation of NCLIS' needs for and uses of information resources management and information systems and procedures for Commissioners and staff and including

- *local area networks, servers, desktop and/or laptop computers and peripherals;*
- *hosting and developing NCLIS' Web site, including interactive capability;*
- *desktop publishing and publishing on the Web;*
- *electronic handbooks, other administrative tools and electronic communications generally among Commissioners, among Commissioners and staff, and among staff;*
- *printed files and book and serial resources;*
- *records management;*
- *periodic training for Commissioners and staff.*

FY 2001 PROGRAM DESCRIPTION AND OBJECTIVES

[Note: A total budget of \$1,495,060 for NCLIS for FY 2001 is the basis for the figures in this section. Amounts for all program areas will not total \$1,495,060 due to rounding.]

The Commission's programs and projects for FY 2001 are based on a slight recasting of the four-topic cluster from FY 1999. The Commission also addresses its routine internal and administrative requirements. The topic clusters presented in this budget submission are as follows:

One new topic cluster addresses one of the fundamental policy issues facing librarians and other users of information: intellectual property protection, especially addressing the balance between the rights of creators and the needs of users and society for access to new knowledge, and the effects of this policy area on the ability of the U.S. to compete in a global marketplace. While the requested FY 2001 funding will not permit significant involvement in this important policy area, the Commission will maintain awareness of major activities and issues as well as preparing for expansion of its initiatives in future years.

In addition, there is a major new initiative to hold a White House Conference on Libraries and Information Science (WHCLIS). A request for authorization of the WHCLIS was submitted to the President for consideration and is currently under review. A copy of the request is included at the end of this document. If the request is approved, additional funding of \$400,000 will be requested specifically for that purpose.

Priorities may shift, depending on strategic plans made by Commissioners, the executive director and the staff, requests from the Administration and the Congress, or in response to unexpected technological and policy developments elsewhere. Each topic area is critical to the mission and responsibilities of the Commission; moreover, each area will be at crucial points in its development in 2001. NCLIS needs to increase its resources significantly so it can address each area at its crucial points and thereby maximize the timeliness and utility of the Commission's advice.

FY 2001 should be a major year for the Commission to take the leadership position envisioned in the NCLIS statute and called for by the unprecedented rate of change in the library and information arenas. The internal re-building and planning of recent years will

equip the Commission well to assume this role. Wider and more substantial collaboration with other organizations will be a feature of FY 2001 as well.

Specific objectives and tasks in all of the Commission's generic program areas are detailed below.

1. POLICY, PLANNING AND ADVICE

NCLIS answers all inquiries from Congress on legislation related to library and information services and take the initiative to offer information and comments when appropriate.

Carry out responsibilities to advise the Institute of Museum and Library Services (IMLS) on federal grant programs to libraries.

- *Advise on the state-administered grants under the Library Services and Technology Act.*
- *Advise on National Leadership Grants and Contracts under the Library Services and Technology Act, based on results of the first round of grants awarded in 1998.*
- *Meet with the National Museum Services Board to advise on library-museum cooperative projects.*
- *Implement procedures devised in FY 1998 for the yearly cycles of advice so that the advice is as timely and useful as possible.*
- *Emphasize coordination of policies and activities of the Institute of Museum and Library Services with other activities of the federal government.*
- *Evaluate the implementation of the LSTA in anticipation of the reauthorization efforts that must be concluded before September 2002.*
- *Advise on the selection of the FY 2001 recipients for the National Library Service Awards*

NCLIS maintains and strengthens working relationships with officials in the Departments of Education, Labor, State, and Commerce, in the Office of Information and Regulatory Affairs (OIRA) in the Office of Management and Budget (OMB), the Federal Communications Commission (FCC), the Schools and Libraries Division (SLD) of the Universal Service Administrative Corporation (USAC), or its successor, the National Institute for Literacy (NIFL) and in other agencies so that NCLIS provides timely input on national and international policies affecting library and information services.

NCLIS maintains and strengthens working relationships with officials in traditional library associations, such as the American Library Association and its affiliates, the American Association of Law Libraries, the Association for Research Libraries, the Medical Library Association, and the Special Libraries Association, as well as state and regional library organizations.

NCLIS develops new avenues for formulating, exchanging or conveying policy, plans and advice. Examples are:

- *Expanded contact and substantive cooperation with organizations such as*

U.S. National Commission on Libraries and Information Science

- *Association for Library and Information Science Education,*
- *Center for Research Libraries,*
- *Coalition for Networked Information,*
- *Council on Library and Information Resources,*
- *National Information Standards Organization,*
- *British Museums, Libraries and Archives Council,*
- *International Federation of Library Associations and Organizations, and*
- *UNESCO.*
- *Exploration of ways to emphasize the information science part of NCLIS' responsibility, in cooperation with organizations such as*
 - *American Society for Information Science,*
 - *International Federations for Information and Documentation, and*
 - *Software and Information Industry Association.*

NCLIS increases printing and distribution of NCLIS publications, reports and brochures, and enhances the Commission website to expand electronic communication with federal, state and local governments and other organizations and individuals within an interest in improving national library and information services.

NCLIS answers all memoranda from the Legislative Reference Division of OMB within the required time frames and comment on all items that are within the purview and expertise of the Commission.

NCLIS continues to participate in millennial initiatives such as "A Nation Connected" (a cooperative effort of library groups), and projects growing out of the bicentennial celebration of the Library of Congress in the year 2000. Continue Sister Libraries: A White House Millennium Council Project, the Commission's official millennium project, though December 31, 2001, as well as developing and implementing transition plans for continuation of the project in the post-millennium period.

NCLIS continues to develop programs to assist the Commission in the development of policy with respect to services for special constituencies, such as the aging, children and individuals with disabilities.

NCLIS continues to expand the relationships necessary to provide information to and receive information from state and local governments.

NCLIS prepares for and conduct a joint meeting with the Museums, Libraries and Archives Council, the British counterpart of NCLIS, to be held in conjunction with the IFLA 2001 conference in Boston.

<u>Resources for FY 2000 (in thousands)</u>	<u>\$390</u>
Salaries and benefits	258
Travel and meetings	41
Printing	6

Consultant services	5
Other (share of rent, telecom./util., supplies/mats./misc.)	80

2. AVAILABILITY AND ACCESS TO INFORMATION

NCLIS continues a multi-year initiative on the transition of federal government information from print to electronic form:

- *Assist or advise the Government Printing Office as appropriate in further transition of the federal depository library system to incorporate electronic information.*
- *Continue work with the Computer Science and Telecommunications Board and/or other experts to evaluate federal information policy in a networked, electronic environment.*
- *Follow up the efforts undertaken in FY 1999 and 2000 to collect and understand the implications of data about agency publications transitioning from ink-on-paper to various electronic formats and mediums.*
- *Act on the results of 1999 and 2000 consultations with Congress and the Administration on the goals and approach of additional NCLIS work in this area, including advice on public printing and documents and the Federal Depository Library Program.*
- *Cooperate with the Office of Management and Budget and others studying or planning changes in Federal information dissemination policy and practices for production and distribution of public federal information.*
- *Continue to participate in other initiatives of the library and information science communities seeking to re-define federal information access and dissemination responsibilities.*
- *If a revision to Title 44 of the U.S. Code, affecting the Depository Library Program, has been enacted, monitor its initial implementation and prepare any necessary recommendations for adjustment.*

<u>Resources for FY 2000 (in thousands)</u>	<u>\$289</u>
Salaries and benefits	203
Travel and meetings	16
Printing	5
Consultant services	5
Other (share of rent, telecom./util., supplies/mats./misc.)	60

3. LIBRARY AND INFORMATION SERVICES FOR DIVERSE NEEDS

NCLIS fulfills research-, innovation- and future-oriented roles for NCLIS in work with the Institute of Museum and Library Services, the National Center for Education Statistics, the National Institute for Postsecondary Education, Libraries and Lifelong Learning and others in the federal government to structure, strengthen and shorten cycles

U.S. National Commission on Libraries and Information Science

of needed and useful data collection (including sample surveys), analysis and research pertaining to libraries and information services. Also emphasize products, outputs and outcomes in measurement and research generally.

Within the above context, NCLIS fulfills the terms of the agreement it negotiated with the National Center for Education Statistics to continue the cooperative Library Statistics Program.

NCLIS negotiates an agreement with the National Center for Education Statistics to continue the Library Statistics Program in FY 2002.

NCLIS plans, develops, and/or sponsors or co-sponsors national sample survey(s) on academic, school or special libraries and the Internet to help determine the needs of customers of each type of library for electronic services and their use of these services, and to help plan a coordinated federal role for libraries and the National Information Infrastructure.

NCLIS carries out new research pursuant to the recommendations from the Commission's 1994-1998 studies of public libraries and the Internet.

NCLIS plan and begins implementation of a major data gathering effort to measure the presence and effectiveness of Internet access in libraries and schools throughout the nation, incorporating the methods and findings of the Commission's earlier studies of public libraries and the Internet.

NCLIS gathers data on the library and information needs of special populations through a hearing or other means.

NCLIS plans, develops, and/or sponsors or co-sponsors national initiatives to encourage greater awareness of the need for information literacy as well as basic literacy in the population of the United States.

NCLIS continues to implement plans drawn up in FY 1999 to carry out the roles agreed for NCLIS in international affairs, including these areas:

- *Aiding the State Department in supporting library and archival activities in the global information infrastructure.*
- *Serving as a distinguished partner for the conference of the International Federation of Library and Information Associations (IFLA) in the United States in the year 2001.*
- *Hosting a joint meeting with the Museums, Libraries and Archives Council, the British equivalent of NCLIS, in conjunction with IFLA 2001.*
- *Continuing Sister Libraries: A White House Millennium Council Project, gathering information for the final report and preparing for a transition to the post-millennium period.*
- *Supporting Commissioner and staff participation in international conferences.*

U.S. National Commission on Libraries and Information Science

- *Supporting other international activities or initiatives, including closer ties with organizations in other nations with functions analogous to those of the Commission.*
- *Actively responding to global or international issues and concerns.*

NCLIS supports Commissioners and staff participation in conferences in the library and information communities to help ensure that NCLIS has the information it needs about the concerns and activities of these customers and that these customers have the information they need about NCLIS' and other federal activities.

<u>Resources for FY 2000 (in thousands)</u>	<u>\$394</u>
Salaries and benefits	\$234
Travel and meetings	16
Printing	5
Consultant services	70
Other (share of rent, telecom./util., supplies/mats./misc.)	69

4. INFORMATION NETWORKS THROUGH TECHNOLOGY

NCLIS continues investigations of the international and global aspects of networking and the NII as these affect the U.S. library and information services communities and their ability to meet the information needs of the people of the U.S.

NCLIS initiates an informal review of the implementation of the recommendations of the National Information Infrastructure Advisory Council and prepare for a formal report assessing the state of the National Information Infrastructure in FY 2002.

NCLIS continues to provide data and findings from the public library-Internet studies to the Federal Communications Commission and the Schools and Libraries Division (SLD) of the Universal Service Administrative Corporation (USAC) to support and improve the universal service discount program. Include data on other types of libraries and library cooperatives as available and appropriate.

<u>Resources for FY 2000 (in thousands)</u>	<u>\$157</u>
Salaries and benefits	104
Travel and meetings	16
Printing	2
Consultant services	5
Other (share of rent, telecom./util., supplies/mats./misc.)	30

5. INTELLECTUAL PROPERTY

While the funds requested for FY 2001 do not permit implementation of the Commission action plan with respect to intellectual property, the Commission will maintain

awareness of major activities and issues in this area and prepare for implementation of its plans in future years.

These future plans include the following initiatives:

- Maintain and strengthen working relationships with the intellectual property community, both within government (Copyright Office, Patent and Trademark Office) and in the private sector in order to provide timely and informed policy recommendations affecting intellectual property;
- Undertake studies to evaluate the role of intellectual property in the national economy with special attention to how pricing mechanisms encourage or discourage the creation and use of works of authorship; and
- Establish links to the international intellectual property community, both within other nations and at the World Intellectual Property Organization within the United Nations. While the funds available for FY 2000 do not permit full implementation of these plans, the Commission will continue to maintain awareness of major activities and issues and to prepare for implementation of the action plan when funding is available.

6. AGENCY REQUIREMENTS

NCLIS continues to develop a professional staff for NCLIS of program officers and Fellows, augmented by consultants, visiting scholars and/or other appointees to support the content of the Commission's work.

NCLIS plans, conducts and follows up on four full NCLIS meetings, with at least one including a session with the National Museum Services Board and at least one including a hearing or forum to gather information on the library and information needs of the nation.

With the director, the deputy director for library services and other key staff at IMLS, NCLIS implements and refines policy and procedures for keeping NCLIS Commissioners advised and up to date so they can in turn provide timely and useful advice on both the implementation and effectiveness of the federal grant programs for libraries under LSTA.

NCLIS plans, conducts and follows up on meetings of committees of the Commission as approved by the Commission.

NCLIS plans, conducts and follows up on other meetings with allied groups and individuals as approved by the Commission.

NCLIS holds orientation sessions for new Commissioners within three months of their confirmation by the Senate as NCLIS Members.

U.S. National Commission on Libraries and Information Science

NCLIS continues to carry out recommendations of the previous year's evaluation of its needs for and uses of information resources management and information systems and procedures for Commissioners and staff and including:

- *local area networks, servers, desktop and/or laptop computers and peripherals;*
- *hosting and developing NCLIS' Web site, including greater interactive capability;*
- *desktop publishing and publishing on the Web;*
- *electronic handbooks, other administrative tools and electronic communications generally among Commissioners, among Commissioners and staff, and among staff;*
- *printed files and book and serial resources;*
- *records management, including evaluation of the Commission archives and preparing material for transfer to the National Archives and Records Administration (NARA) (Although the Commission is 30 years old, there is no formal records schedule and no material has ever been transferred to NARA. This project will also establish an ongoing mechanism to identify, preserve and schedule for transfer appropriate Commission materials.); and*
- *periodic training for Commissioners and staff.*

NCLIS renovates the Commission's meeting facilities to incorporate state of the art conferencing capabilities, both to reduce, over the long-term, expenses of Commission meetings and serve as a demonstration of the application of information highway technology to the business of government.

NCLIS maintains appropriate administrative services for the management of the Commission office and staff, including use of administrative services from other agencies to support Commission legal, payroll, personnel and financial services requirements.

<u>Resources for FY 2000 (in thousands)</u>	<u>\$265</u>
Salaries and benefits	190
Travel and meetings	10
Printing	4
Consultant services	5
Other (share of rent, telecom./util., supplies/mats./misc.)	56

7. WHITE HOUSE CONFERENCE ON LIBRARIES AND INFORMATION SCIENCE

The Commission has asked the President to hold the Third White House Conference on Library and Information Services in December 2000. This would be a short one or two day forum with a small number of key library leaders in Washington, but greater numbers participating around the country using communications technologies that were not feasible at the time of the earlier White House Conferences (1979 and 1991).

A request for authorization of the WHCLIS was submitted to the President for consideration and is currently under review. A copy of the request is included at the end

U.S. National Commission on Libraries and Information Science

of this document. If the request is approved, additional funding of \$400,000 will be requested specifically for that purpose.

As it has in the past, NCLIS would take on the administrative burden of planning and producing the event. Connecting all school and libraries to the Internet has been a major administration objective and the White House Conference will underscore this commitment by bringing together – in the White House – library leaders from around the country in a celebratory statement of the importance of library and information services to all citizens.

NCLIS plans, coordinates and implements a national conference to take place at the White House in December 2000 celebrating library and information services and their role in proving the quality of life for all of the people of America.

<u>Resources for FY 2000 (in thousands)</u>	<u>\$400</u>
Salaries and benefits	30
Travel and meetings	235
Printing	10
Consultant services	50
Other (share of rent, telecom./util., supplies/mats./misc.)	75

Note: The information provide above is submitted for background purposes only; it is not part of the current FY 2001 appropriations request for the National Commission on Libraries and Information Science.

AMOUNTS AVAILABLE FOR OBLIGATION

(in thousands)

APPROPRIATION	FY 1999 Actual	FY 2000 Actual	FY 2001 Request
Annual	\$1,000	\$1,295 ¹	\$1,495
REAL TRANSFERS FROM			
National Center for Education Statistics	155	225	235
Department of State	100	150 ²	200
NCLIS GIFT ACCOUNT			
	13	60 ³	75
TOTAL ADJUSTED BUDGET AUTHORITY			
	\$1,268	\$1,730	\$2,005

Note: The current reimbursable programs from NCES and the Department of State are expected to continue. Other programs, similar to the FY 1998-1999 joint project with GPO on access to electronic government information, may also be established, but there are no specific commitments at this time.

¹ Reflects the mandatory reduction of .38% (\$4,940) in FY 2000.

² This amount has been requested by NCLIS, but not yet approved by the State Department

³ This is an estimate of amount that will be contributed during FY 2000.

BUDGET AUTHORITY AND OUTLAYS

(in thousands)

BUDGET AUTHORITY	Actual FY 1999	Estimated FY 2000	Requested FY 2001	Change FY00 to FY01
Appropriations only	\$1,000	\$1,295 ⁴	\$1,495	\$ 200
OUTLAYS				
Appropriations only	\$996	\$1,292	\$1,492	\$ 200
OUTLAYS, GROSS				
Including Transfers and NCLIS Gift Account	\$1,268	\$1,730	\$2,005	\$ 275
FTE PERSONNEL				
	6	9	12	3

⁴ Reflects the mandatory reduction of .38% (\$4,940) in FY 2000.

BUDGET AUTHORITY BY OBJECT CLASS

(in thousands)

OBJECT CLASS	Actual FY 1999	Estimated FY 2000	Requested FY 2001	Change FY00 to FY01
Full-time	\$270	\$512	\$685	\$173
Other than full-time	103	75	112	37
Other	0	0	0	0
Benefits	86	128	190	62
SUBTOTAL, PAY	459	715	988	272
Travel	70	79	98	19
Rent	125	150	160	10
Comm, utilities, misc	11	21	25	4
Printing, reproduction	6	20	23	3
Consulting services	95	183	90	-93
Other services	125	46	41	-5
Govt/interagency services	55	40	45	5
Representation Fund	0	0	5	5
Supplies and materials	9	17	10	-7
Equipment, Non-Capitol	37	24	10	-14
SUBTOTAL, NON-PAY	354	580	507	-73
SUBTOTAL, DIRECT OBLIGATIONS	995	1,295⁵	1,495	200
NCLIS GIFT ACCOUNT	13	60	75	15
REIMBURSABLE OBLIGATIONS	255	375	435	60
TOTAL OBLIGATIONS	1,263	1,730	2005	275

⁵ Reflects the mandatory reduction of .38% (\$4,940) in FY 2000.

SUMMARY OF CHANGES FROM FY 2000 TO FY 2001

Full-Time Permanent Salaries - During FY 2001 the Commission will fill two vacancies for senior staff to support Commission initiatives in information policy (including access to government information). Several positions that have been filled by consultants, including meeting planning and public affairs, will convert to staff positions during FY 2000, but will be fully funded for the first time in FY 20001. The increase will also cover the pay raise effective January 2001.

Other than Full-Time Permanent Salaries - Commissioners FY 2001 salary is budgeted with the assumption that all current vacancies will be filled. Commissioners are classified as intermittent government employees and are paid only when on official business for NCLIS. In FY 2000 the rate of pay for Commissioners is equivalent to the daily rate of pay for a Senior Executive Service Level 2 position (SES-2). An average of 18 working days per Commissioners is projected for FY 2000.

Civilian Personnel Benefits - The increase in staff benefits is largely due to the addition of new positions, but also includes matching anticipated employee Thrift Savings Plan (TSP) contributions. Commissioners require only OASDI and Medicare matching funds as benefits, and these are estimated at 7.65% for all three years.

Travel and Transportation of Persons - Travel for NCLIS is different from many agencies because travel is required for Commissioners to meet to conduct the basic business of the agency and to otherwise represent the Commission. Experience from FY 1996 and FY 1997, years in which the Commission met only twice, has shown that meeting more often is necessary for adequate management of programs, planning, development of policy recommendations, and establishing consensus or directions on issues. More frequent sessions are even more important with the new responsibility of advising on federal financial support for libraries under the Library Services and Technology Act (LSTA). FY 2001 travel assumes that all current vacancies for Commissioners will be filled. It includes a joint meeting with the British Museums, Libraries and Archives Council in conjunction with the IFLA 2001 conference in Boston. It also includes a hearing to be held in conjunction with a Commission meeting. Additional professional staff will require additional travel for participating in relevant professional meetings and in Commission meetings that are held outside of Washington, DC.

Rental Payments to GSA - During FY 2000 the Commission will change the configuration of its office, adding some adjacent space in the current location and giving up some other space that is poorly configured for the activities of the Commission. This will result in a larger, and more efficiently arranged, office suite which will accommodate the additional staff, as well as providing, for the first time, an adequate conference room for Commission meetings held in Washington, DC. The impact of the rent increase will not affect the full year in FY 2000.

Communications, Utilities - Charges for communications services are expected to increase due to the expanded utilization of facsimile for timely dissemination of documents to and among Commissioners and regular use of conference calls during periods without scheduled Commission meetings. Additional factors are requirements for higher speed and more reliable access to the Internet for research and electronic mail and increases in the number of professional staff and consultants. Postage is expected to increase substantially as the Commission increases its outreach to federal, state and local government and others concerned with the library and information service needs of the American people. Additional staff and new projects will generate additional reports, publications and brochures for distribution. The Commission website will continue to expand and to be used for data collection and dissemination of Commission publications and other time sensitive materials. All Commission reports and publications will be available in electronic forms to increase public access.

Printing - This object class covers minimal and required expenses for notices in the Federal Register and annual publication of Commission regulations in the Code of Federal Regulations. It includes print publication through GPO of the NCLIS annual report, research and survey results, and forum and hearing reports. It also covers subscriptions to the Federal Register and Congressional Record and acquisition of other U.S. government publications through GPO. Printing is expected to increase as the Commission increases its outreach to federal, state and local government and others concerned with the library and information service needs of the American people. Additional staff and new projects will generate additional reports, publications and brochures for printing.

Consulting Services - This object class includes policy analysts and researchers with the skills and availability to work intensively on short term projects in support of NCLIS programs, applied research using data generated by the Library Statistics Program, and Commission-sponsored surveys. In addition, the requested budget of \$90,000 will provide \$70,000 for surveys in support of Commission policy initiatives.

Other Contractual Services - This object class covers items such as lease, repair and maintenance of equipment, maintenance of computers and the local area network, meeting space, booth fees for Commission exhibits at national and international meetings, transcription services, and memberships in organizations such as the National Information Standards Organization (NISO), International Federation of Library Associations (IFLA) and American Society for Information Science (ASIS).

Government (Interagency) Services - This object class includes the memorandum of understanding (MOU) with Department of Education for administrative and fiscal services, payments to the General Services Administration for use of the federal government's telephone network, and payments to the FBI for its background investigations on Commission nominees.

U.S. National Commission on Libraries and Information Science

Supplies and Materials - This object class covers all office supplies, subscriptions to professional journals and periodicals, and the purchase of books for the NCLIS reference library.

Equipment - This object class covers replacing and upgrading NCLIS office and computer equipment. This includes upgrading computer hardware and software as well as expansion of the Commission's network to support faster and more reliable Intranet and Internet services for Commissioners and staff and to improve communication with NCLIS customers through the Commission website. The reduction between FY 2000 and FY 2001 assumes that equipment purchased in FY 1999 and FY 2000 will not require significant upgrades. Obsolete equipment will be donated to organizations that refurbish the equipment and donate to schools and libraries.

APPROPRIATIONS HISTORY

(in thousands)

Fiscal Year	Admin. Request to Congress	House Allowance	Senate Allowance	Appropriation
Supplemental 1972	200	not considered	200	200
1973	406	406	406	406
1974	406	406	406	406
1975	502	409	409	409
1976	502	409	468	468
1977	517	517	493	493
Supplemental 1977				15
1978	607	598	598	598
1979	683	660	683	660
1980	668	668	668	668
Pay Supplement 1980				18
1981	691	691	691	691
1982	750	702	702	674
1983		674	674	674
1984	553	553	674	674
1985	690	690	720	720
1986		690	690	660
Sequester 1986				-30
1987	690	660	690	660
Pay Supplement 1987				23
1988	791	750	791	718
1989	755	750	750	741
1990	770	750	770	750
1991	777	750	750	732
1992	911	750	911	831
1993	1,000	590	982	889
1994	904	904	904	904
1995	904	901	901	901
1996	962	450/829	829	829
1997	897	812	897	897
1998	1,123	1,000	1,000	1,000
1999	1,000	1,000	1,000	1,000
2000	1,300	1,300	1,300	1,295

Note: Until the enactment of PL 102-95 in FY 1992, the statutory ceiling on the annual appropriation for NCLIS was \$750,000.

STAFFING HISTORY

<u>Fiscal Year</u>	<u>Full-Time Equivalent Positions</u>
1984	9.5
1985	11.0
1986	11.0
1987	9.0
1988	9.0
1989	10.0
1990	9.5
1991	6.5
1992	6.0
1993	6.0
1994	6.0
1995	9.0
1996	9.0
1997	9.0
1998	9.0
1999	9.0
2000	9.0*
2001	12.0

Notes:

1.2 FTE positions are reserved for Commissioners' salaries in FY 2000 and FY 2001. Two additional professional positions are planned in FY 2001 to staff major Commission program areas.

**MEMBERS OF THE U.S. NATIONAL COMMISSION ON
LIBRARIES AND INFORMATION SCIENCE, FY 1999**

Commissioner	Term Expiration	Profession	Estimated Salary for FY 1999
Jeanne Hurley Simon, Esq. NCLIS Chairperson Makanda, IL [Died February 20, 2000]	2002	attorney-at-law	\$ 9,200
Martha B. Gould NCLIS Vice-Chair Reno, NV [Named Chairperson, March 3, 2000]	2002	retired public library director	\$ 16,500
C. E. Abramson Missoula, MT	2000	real estate broker	\$ 16,000
Walter Anderson New York, NY	2000	author, editor	\$ 0
Rebecca Bingham Louisville, KY	2001	retired school library system director	\$ 7,200
LeVar Burton Los Angeles, CA	2000	actor, film and TV director	\$ 0
Joan R. Challinor, Ph.D. Washington, DC	1999	historian	\$ 6,800
Mary S. Furlong, Ph.D. San Francisco, CA	1999	educator and company pres.	\$ 2,000
Jose-Marie Griffiths, Ph.D. Ann Arbor, MI	2001	university CIO	\$ 4,400
Jack E. Hightower, Esq. Austin, TX	2004	attorney	\$ 1,200
Frank J. Lucchino, Esq. Pittsburgh, PA	1998	county controller	\$ 0

U.S. National Commission on Libraries and Information Science

Commissioner	Term Expiration	Profession	Estimated Salary for FY 1999
Bobby L. Roberts, Ph.D. Little Rock, AR	1998	public library director	\$ 2,000
Joel D. Valdez Tucson, AZ	1998	university administrator	\$ 4,000
James H. Billington Washington, D.C.	<u>ex officio</u>	Librarian of Congress	N/A (Federal employee)
Winston Tabb Washington, DC	Alternate for Dr. Billington	Assoc. Librarian for Library Services, Library of Congress	N/A (Federal employee)
Diane B. Frankel	<u>ex officio</u>	Director, Inst. of Museum and Library Services	N/A (Federal employee)
Beverly Sheppard	<u>ex officio</u>	Acting Director, Inst. of Museum and Library Services	N/A (Federal employee)
TOTAL			\$ 69,300

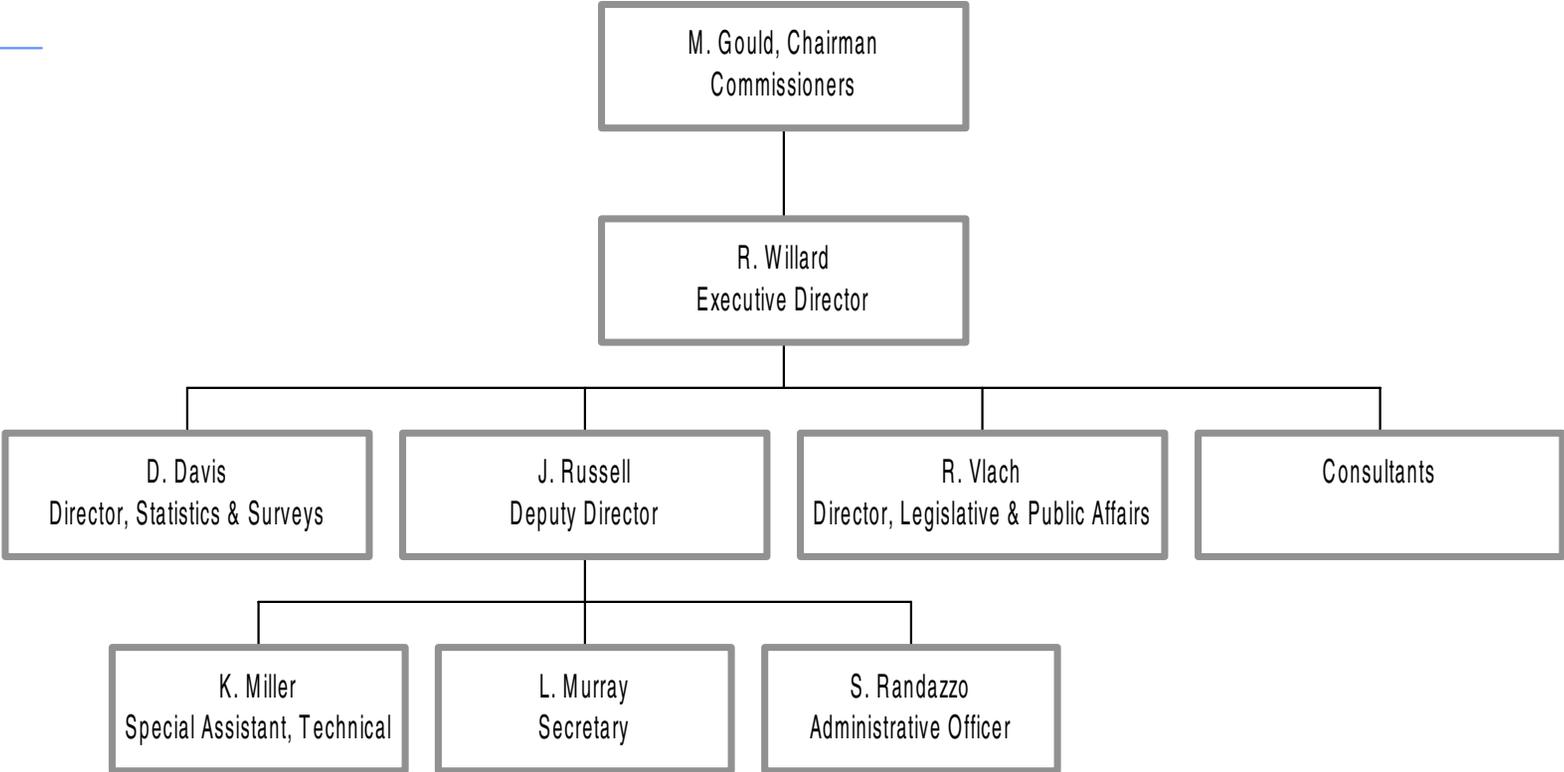
Notes:

Terms of the Commissioners expire on July 19th of the years listed above. However, P.L. 102-95, Sec. 5 (2) states "...the term of office of any member of the Commission shall continue until the earlier of (A) the date on which the member's successor has been appointed by the President; or (B) July 19 of the year succeeding the year in which the member's appointed term of office shall expire."

Historically, a few Commissioners have chosen not to earn salary when working for NCLIS. However, budget projections assume that each Commissioner may choose to be paid salary for the days served.

There are currently six vacancies on the Commission, although two Commissioners (Dr. Furlong and Dr. Challinor) are serving during the one year extension provide in the statute. The President has sent two re-nominations to the Senate for confirmation (Dr. Challinor and Dr. Roberts). Both re-nominations have been reported out of Committee, but not yet acted upon by the full Senate.

NCLIS ORGANIZATION CHART, APRIL 2000



FY 1999 MEETINGS

November 1998 Washington, DC	Hearing on “Kids and the Internet -- The Promise and the Perils”
December 1998 Seattle, WA	Business sessions in conjunction with Coalition for Networked Information (CNI) meeting
April 1999 Detroit, MI	Planning and business sessions in conjunction with the Association of College and Research Libraries (ACRL) meeting and the University of Michigan and Wayne State University schools of library and information science.
July 1999 Washington, DC	Hearing on Library and Information Services for Physically Challenged Individuals at Gallaudet University

FY 2000 MEETINGS

November 1999 Washington, DC	Joint Meeting with the National Museum Services Board; Business sessions in conjunction with American Society for Information Science (ASIS) meeting
February 2000 Los Angeles, CA	Business sessions in conjunction with <i>Los Angeles Times</i> and Los Angeles Public Library
April 2000 Washington, DC	Business sessions in conjunction with First National Library Award for Library Services and National Library Week
Other Dates To Be Determined	
Ongoing Washington, DC	Meetings with legislative and executive officials, library and information associations and other not-for-profit groups to discuss mutual concerns, especially federal information dissemination policy, libraries and the National Information Infrastructure, and federal grant programs for libraries.

U.S. National Commission on Libraries and Information Science

The objective is for the full Commission to meet quarterly, with at least one meeting including a joint session with the National Museum Services Board. Between meetings the Commissioners will stay informed and involved through telephone conference calls, electronic mail, NCLIS' web site, executive director's reports and other means.

NCLIS committees and working groups will meet -- separately and/or in conjunction with meetings of the full Commission -- to proceed with their activities, as agreed to by the full Commission. The Executive Committee meets as needed, usually every other month.

The NCLIS Chairperson, other Commissioners and staff will continue meeting with officials in Congress and the Administration, federal government officials, library and information associations and other private-sector groups to discuss mutual concerns, especially federal information dissemination policy, libraries and federal grant programs for libraries.

Hearings and forums will be held to appraise the adequacies and deficiencies of current library and information resources and services and evaluate the effectiveness of current library and information science programs. Topics under consideration for FY 2000 and FY 2001 are scholarly publishing, information literacy, library and information science education, and school libraries.

**REQUEST FOR A WHITE HOUSE CONFERENCE ON LIBRARIES
AND INFORMATION SCIENCE**

November 29, 1999

The Honorable William J. Clinton
President of the United States
The White House
Washington, DC 20500

Dear Mr. President:

You have appointed me twice now to the National Commission on Libraries and Information Science (NCLIS) and designated me to chair that agency. We may be a very small Federal agency, but I am proud to report that our work has been characterized as “amazing” by none other than our House appropriations subcommittee chairman, John Porter. I am grateful for the confidence you have placed in me. Although my current battle with cancer has temporarily sidelined me, I continue to stay in close contact with other Commissioners and staff. I am writing you now specifically because of action that was taken at the Commission’s recent meeting on November 4, 1999.

I have a life-long love of libraries, but what motivated me to seek appointment to the Commission was an event that you and I shared 20 years ago this month. We both were involved in the First White House Conference on Library and Information Services: I was a member of the Conference Advisory Committee, appointed by the Speaker of the House, and you were one of the featured speakers, recruited by our beloved former colleague, Commissioner Bessie Moore.

The Commission has asked me to write to you with a very important request. Please hold the Third White House Conference on Library and Information Services before your term is completed. The ideal time in our estimation is early December 2000 – after the next Presidential election but before the holiday celebrations consume everyone’s attention at the White House.

We do not propose replicating the large-attendance, lengthy events of the past (1979 and 1991), but rather a short day or two activity with a small number of key library leaders in Washington, but ever greater numbers participating around the country using communications technologies that were not feasible at the time of the earlier conferences. NCLIS would, as it has in the past, eagerly take on the administrative burden of planning and producing the event. We will, with your approval, include in our FY2001 budget the relatively modest amount this event requires (\$400,000 versus the multi-million dollar budgets of the two prior events).

U.S. National Commission on Libraries and Information Science

You have been a long time advocate of libraries, not only throughout your Presidency, but also (as evidenced in your speech in November 1979) throughout your public service career. For nearly seven years in the White House, you have repeatedly mentioned schools and libraries, and specifically your intention that they all become connected to the information superhighway. I can imagine no better way to underscore this commitment than to bring together – in the White House – library leaders from around the country in a celebratory statement of the importance of library and information services to all citizens.

I hope you will give favorable consideration to this request. I remain,

Respectfully,

/signed/

Jeanne Hurley Simon
Chairperson

U.S. National Commission on Libraries and Information Science

1110 Vermont Avenue, NW, Suite 820, Washington, DC 20005-3552

Telephone: 202-606-9200, Fax: 202-606-9203; Web: www.nclis.gov